



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

NOTIFICATION OF STATEWIDE CONTRACT

September 21, 2004

CONTRACT TITLE: BOOKS AND MATERIALS

CURRENT CONTRACT PERIOD: NOVEMBER 8, 2004 THROUGH NOVEMBER 7, 2005

BUYER INFORMATION: Rachel Dietzel
(573) 522-3296
rachel.dietzel@oa.mo.gov

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	November 8, 2003 through November 7, 2004	November 7, 2008

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.

Local Purchase Authority shall not be used to purchase supplies/services included
in this contract unless specifically allowed by the contract terms.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE -MENT
C104005001	5617617290 2	Baker & Taylor, Inc. 2709 Water Ridge Parkway, Suite 500 Charlotte, NC 28217 <u>FOR PUBLIC LIBRARIES</u> Written Quotations: (prices firm for 60 days) Baker & Taylor, Inc. 251 Mount Olive Church Road Commerce, GA 30599 Fax Quotations: (please note on request "Quotation Only") 800-775-7480 Telephone Quotations: (prices may change with changes in Publisher List Price) 800-775-1100 Contact: Babbette Johnson (for customer service)	No	Yes

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE -MENT
		<p>Phone No.: (800) 775-1700 ext. 418 Fax No.: (704) 329-8989 E-mail Address: babbette.Johnson@btol.com</p> <p><u>FOR SCHOOL LIBRARIES</u> Written Quotations: (prices firm for 60 days) Baker & Taylor, Inc. 251 Mount Olive Church Road Commerce, GA 30599 Fax Quotations: (please note on request "Quotation Only") 800-775-7480 Telephone Quotations: (prices may change with changes in Publisher List Price) 800-775-1100 Contact: Monica Evans (for customer service) Phone No.: (800) 775-1200 ext. 2778 Fax No.: (800) 775-1300 E-mail Address: monica.evans@btol.com</p> <p><u>FOR ACADEMIC LIBRARIES</u> Written Quotations: (prices firm for 60 days) Baker & Taylor, Inc. 501 South Gladiolus Street Momence, IL 60954 Fax Quotations: (please note on request "Quotation Only") 800-775-3500 Telephone Quotations: (prices may change with changes in Publisher List Price) 800-775-2300 Contact: Susan Thompson (for customer service) Phone No.: (800) 775-2300 ext. 391 Fax No.: (800) 775-3500 E-mail Address: susan.thompson@btol.com</p>		
C104005002		<p>Coutts Library Services, Inc. DID NOT RENEW</p>		
C104005003	5818775860 0	<p>Academic Book Services, Inc. 200 Cook Street Cartersville, GA 30120 Phone No.: (800) 252-6657 ext. 2159 Fax No.: (800) 442-3440 Contact: Cheryl Landis</p>	No	Yes
C104005004	4310187250 0	<p>The Booksource, Inc. 1230 Macklind Ave. St. Louis, MO 63110 Phone No.: (800) 444-0435 Fax No.: (800) 647-1923 E-mail Address: mrobertson@booksource.com</p>	No	Yes

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE -MENT
		Contact: Mary Robertson		
C104005005	4308345050 0	Midwest Library Service 11443 St. Charles Rock Road Bridgeton, MO 63044-2789 Phone No.: (800) 325-8833 Fax No.: (800) 962-1009 E-mail Address: marksbury@midwestls.com Contact: Terry Marksbury	No	Yes

STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
11/08/04-11/07/05	09/21/04	Renewal of all contracts except C104005002.
11/08/03-11/07/04	09/21/04	Updated Baker & Taylor contact information again.
11/08/03-11/07/04	09/07/04	Updated Baker & Taylor contact information.
11/08/03-11/07/04	03/18/04	Updated contact information for Academic Book Services.
11/08/03-11/07/04	09/16/03	Initial issuance of new statewide contract.

GENERAL INFORMATION

Delivery:

		<u>In-Stock</u>	<u>Out-of Stock</u>
C104005001	Baker & Taylor, Inc.	1-5 days ARO	14-30 days ARO
C104005003	Academic Book Services, Inc.	3-5 days ARO	7-10 days ARO
C104005004	The Booksources, Inc.	3-5 days ARO	15-45 days ARO
C104005005	Midwest Library Service	7 days ARO	30-60 days ARO

Minimum Order Quantities: There are no minimum order quantities on any of the contracts.

Restocking Fee:

C104005001	Baker & Taylor, Inc.	No Restocking Fee
C104005003	Academic Book Services, Inc.	15% if returned 90 days after invoice date
C104005004	The Booksources, Inc.	No Restocking Fee
C104005005	Midwest Library Service	No Restocking Fee

LINE ITEMS UNDER CONTRACT

Contract Number: C104005001

Contractor: Baker & Taylor, Inc.

001	C/S Code: 71599 <i>Publications, Miscellaneous</i> Trade Hardcover Books Category Def. I, II Flat rate discount from publisher's lowest list price:	43.5%	Discount
003	C/S Code: 71599 <i>Publications, Miscellaneous</i> Association/Societies Publications Category Def. IX, X Flat rate discount from publisher's lowest list price:	11%	Discount
004	C/S Code: 71599 <i>Publications, Miscellaneous</i> Trade Paperbacks Category Def. III, IV Flat rate discount from publisher's lowest list price:	40%	Discount
007	C/S Code: 71599 <i>Publications, Miscellaneous</i> Mass Market Paperbacks Category Def. V Flat rate discount from publisher's lowest list price:	35%	Discount
009	C/S Code: 71599 <i>Publications, Miscellaneous</i> Music C.D.'s Flat rate discount from publisher's lowest list price:	26%	Discount
010	C/S Code: 71599 <i>Publications, Miscellaneous</i> Educational Videos (Popular, General Release Editions) Flat rate discount from publisher's lowest list price:	28.5%	Discount

011	C/S Code: 71599 <i>Publications, Miscellaneous</i> Videos other than Educational Flat rate discount from publisher's lowest list price:	28.5%	Discount
012	C/S Code: 71599 <i>Publications, Miscellaneous</i> Educational DVD's (Popular, General Release Editions) Flat rate discount from publisher's lowest list price:	25.5%	Discount
013	C/S Code: 71599 <i>Publications, Miscellaneous</i> DVD's other than Educational Flat rate discount from publisher's lowest list price:	25.5%	Discount
015	C/S Code: 71599 <i>Publications, Miscellaneous</i> Audio Book C.D.'s Category Def. XI (Popular Trade Editions) Flat rate discount from publisher's lowest list price:	45%	Discount

In some cases, if the selection receives no discount from the publisher or if it is a small/limited circulation or non-commercial publisher, there will be a 0% discount (no discount) with a \$4.95 handling charge in addition to the list price.

Contract Number: C104005003 **Contractor: Academic Book Services, Inc.**

005	C/S Code: 71599 <i>Publications, Miscellaneous</i> Juvenile Flat rate discount from publisher's lowest list price:	35%	Discount
016	C/S Code: 71599 <i>Publications, Miscellaneous</i> Pre-bound Paperback Books Flat rate discount from publisher's lowest list price:	35%	Discount

Contract Number: C104005004 **Contractor: The Booksource, Inc.**

014	C/S Code: 71599 <i>Publications, Miscellaneous</i> Audio Book Cassettes Flat rate discount from publisher's lowest list price:	30% or 10%	Discount Discount for special orders
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A "special order" is for a limited edition or small circulation publication, or where the Booksource receives no discount on the title from the publisher.

Contract Number: C104005005 **Contractor: Midwest Library Service**

006	C/S Code: 71599 <i>Publications, Miscellaneous</i> Textbook, Technical, University Press Flat rate discount from publisher's lowest list price:	16%	Discount
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**State of Missouri
Office of Administration
Division of Purchasing and Materials Management
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve products and services available to state agency users. **Comments should include those of the product's end user.**

Contract No.: _____ **Contractor:** _____

Describe Product Purchased (include Item No's., if available): _____

Rating Scale: 5 = Excellent, 4 = Good, 3 = Average, 2 = Poor, 1 = Fails to meet expectations

Product Rating	Rate 1-5, 5 best
Product meets your needs	
Product meets contract specifications	
Pricing	

Contractor Rating	Rate 1-5, 5 best
Timeliness of delivery	
Responsiveness to inquiries	
Employee courtesy	
Problem resolution	
Recall notices handled effectively	

Comments: _____

Prepared by: _____ **Title:** _____ **Agency:** _____

Date: _____ **Phone:** _____ **Email:** _____

Address: _____

Please detach or photocopy this form & return by FAX to 573/526-9816, or mail to:

Office of Administration
Division of Purchasing and Materials Management
301 West High Street, RM 630
PO Box 809
Jefferson City, Missouri 65102
You may also e-mail form to the buyer as an attachment at
[**rachel.dietzel@oa.mo.gov**](mailto:rachel.dietzel@oa.mo.gov)